



NATIONAL CENTER ON
Program Management and Fiscal Operations



Orientation to the Self-Assessment Process in Head Start

Welcome!



Thank you for joining our self-assessment team.

Overview of Head Start and Early Head Start

- In 1965, Head Start began as a summer program for preschoolers as part of the War on Poverty.
- In 1995, Head Start expanded to include Early Head Start, serving pregnant women and children ages 0–3.
- In 2014, Early Head Start was again expanded through the funding of Early Head Start-Child Care Partnerships.
- Head Start and Early Head Start programs support comprehensive services, including those that address the cognitive, social, and emotional development of children from birth to age 5.
- Family engagement has always been a cornerstone of the Head Start program.

What Is Head Start?



A program focused on helping young children prepare for and be successful in school. This is done by providing comprehensive services that are responsive to each child and family's ethnic, cultural, and linguistic heritage.

Head Start Today



About Our Program



- Our history

- Locations, size, and demographics

- Program design and services

- Our partners

- Growing, changing, and learning

Our Program Goals

Add your program goals

.....

.....

.....



The Head Start Act and the HSPPS



Recommended Practices for Self-Assessment

What?

A process for reviewing progress on goals and objectives, being accountable for what you proposed in your application, and determining if resources are used effectively

Why?

To leverage strengths and look for areas of improvement and innovation

Who?

Program staff, parents, Policy Council and governing body/Tribal Council members, community leaders, content experts, and other interested people

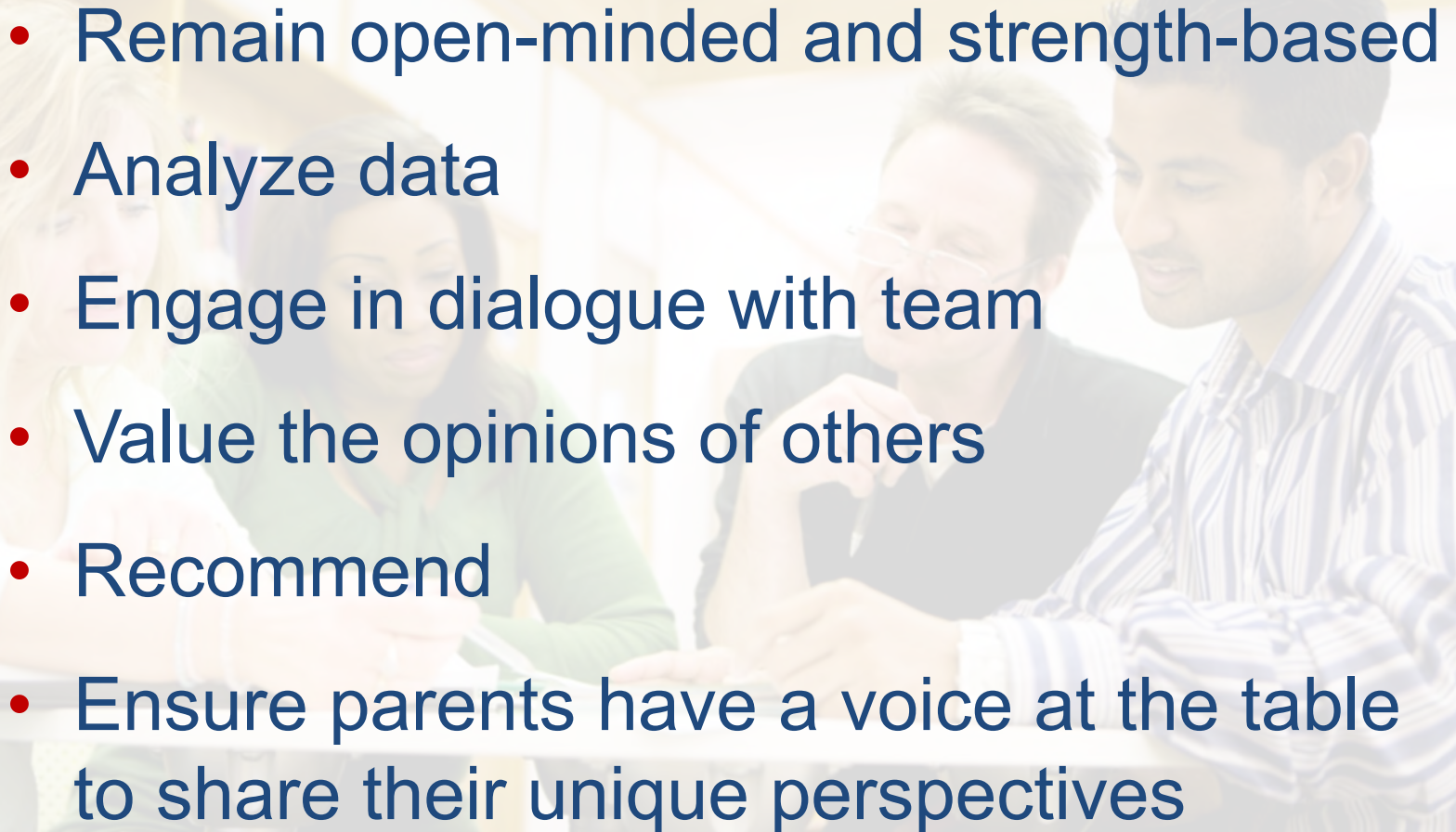
When?

Annually

How?

Follow the five-phase self-assessment process

Role of a Self-Assessment Team Member

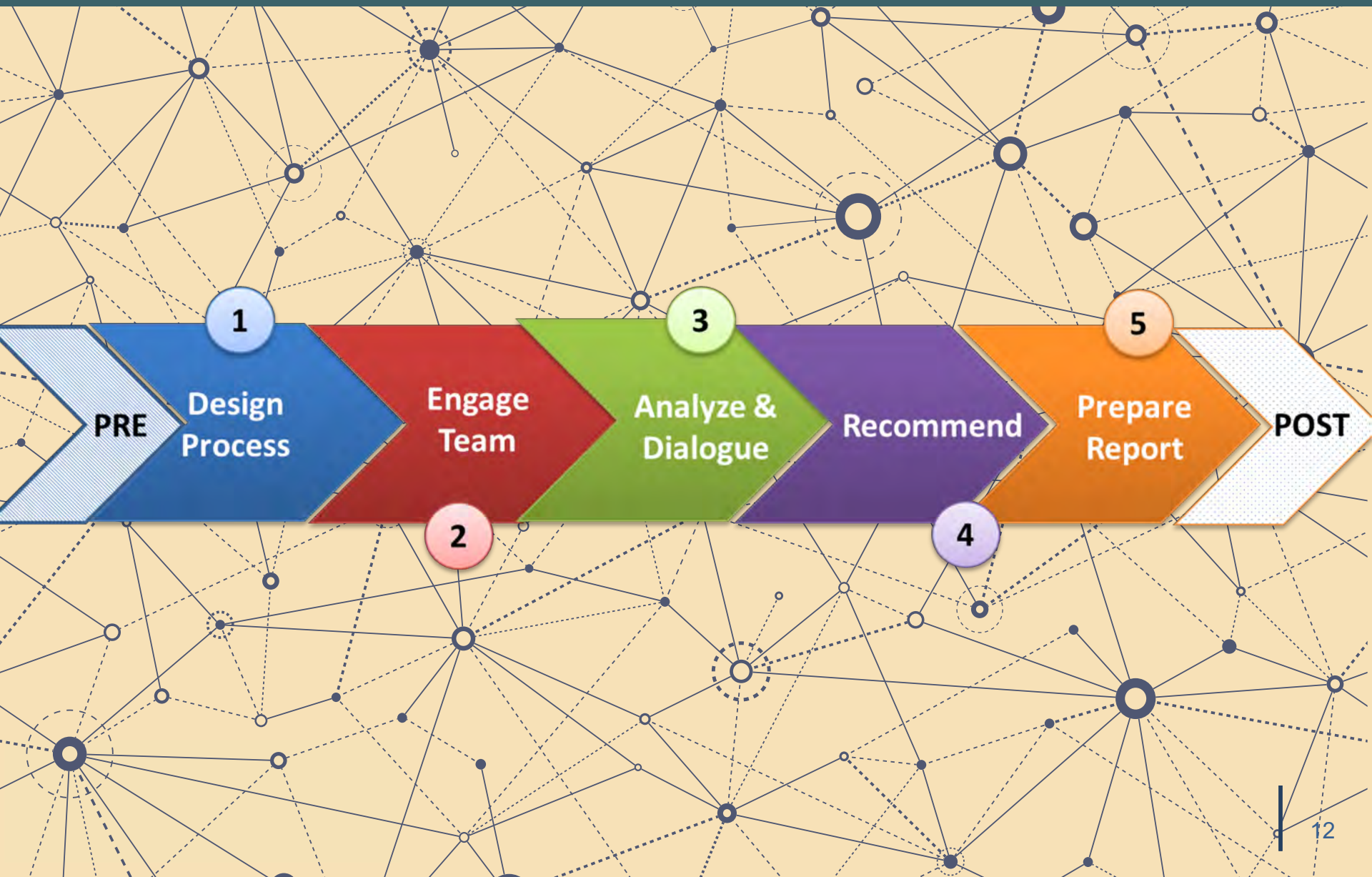
- Remain open-minded and strength-based
 - Analyze data
 - Engage in dialogue with team
 - Value the opinions of others
 - Recommend
 - Ensure parents have a voice at the table to share their unique perspectives
- 

Role of a Team Leader



- Assist team members as they review data
- Use a strength-based process and encourage dialogue about information presented
- Support team members who may be reluctant to share their thoughts or ideas
- Build team consensus around recommendations
- Prepare a summary recommendation report to be shared with the full self-assessment team

Phases of Self-Assessment



Our Plan for This Year's Self-Assessment

Add your plan and timeline for self-assessment

.....

.....

.....



Why Start with Strengths?

- Learn from what is going well
- Appreciate the progress made on goals and objectives
- Investigate systemic issues
- Move toward innovations
- Improve outcomes for children and families



Topics and Questions for This Year's Self-Assessment

Add your topics and questions

.....

.....

.....

Analyzing the Data

- What do we know?
- What is the data telling us?
- What don't we know?
- Is there a way to find out with additional data?
- What questions does the data pose?
- What patterns and trends do we notice when we compare year-to-year data?
- What do we learn from looking at multiple sources of data regarding one topic or issue?

Data We Will Examine in This Year's Self-Assessment

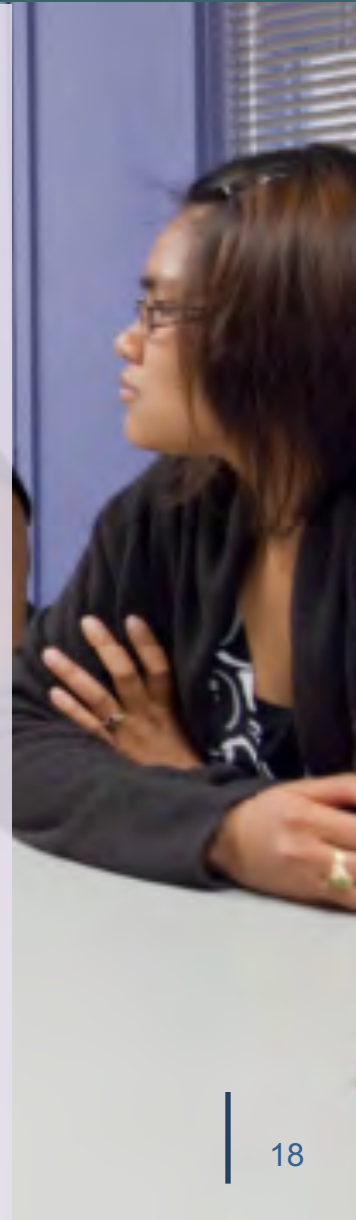
Add the program data you will bring into self-assessment

-
-
-

Q2 09 Q3 09 Q4 09 Q1 10 Q2 10 Q3 10 Q4 10 Q1 11 Q2 11

Dialoguing with the Team

- Establish ground rules
- Hear everyone's voice
- Stay focused on the "big picture"
- Work together to get "unstuck"
- Value the group process over individual opinions



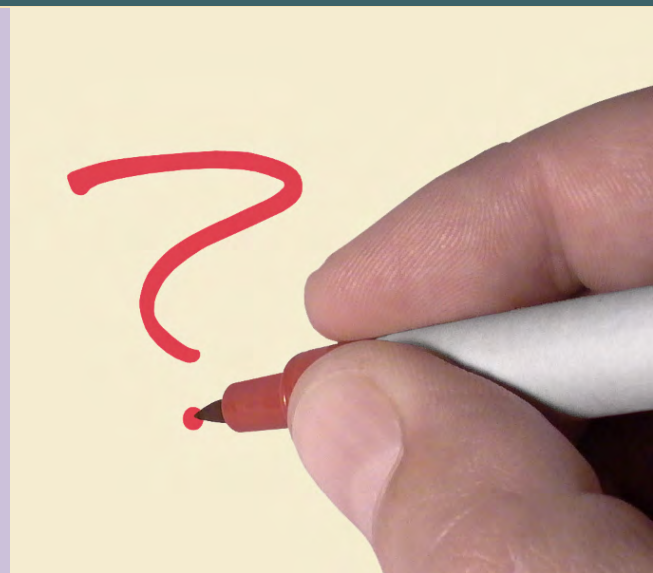
Making Recommendations

- Look at all the discoveries together
- Stay focused on systems versus details
- Categorize based on:
 - Progress on goals and objectives
 - Systemic issues
 - Innovations and new resources

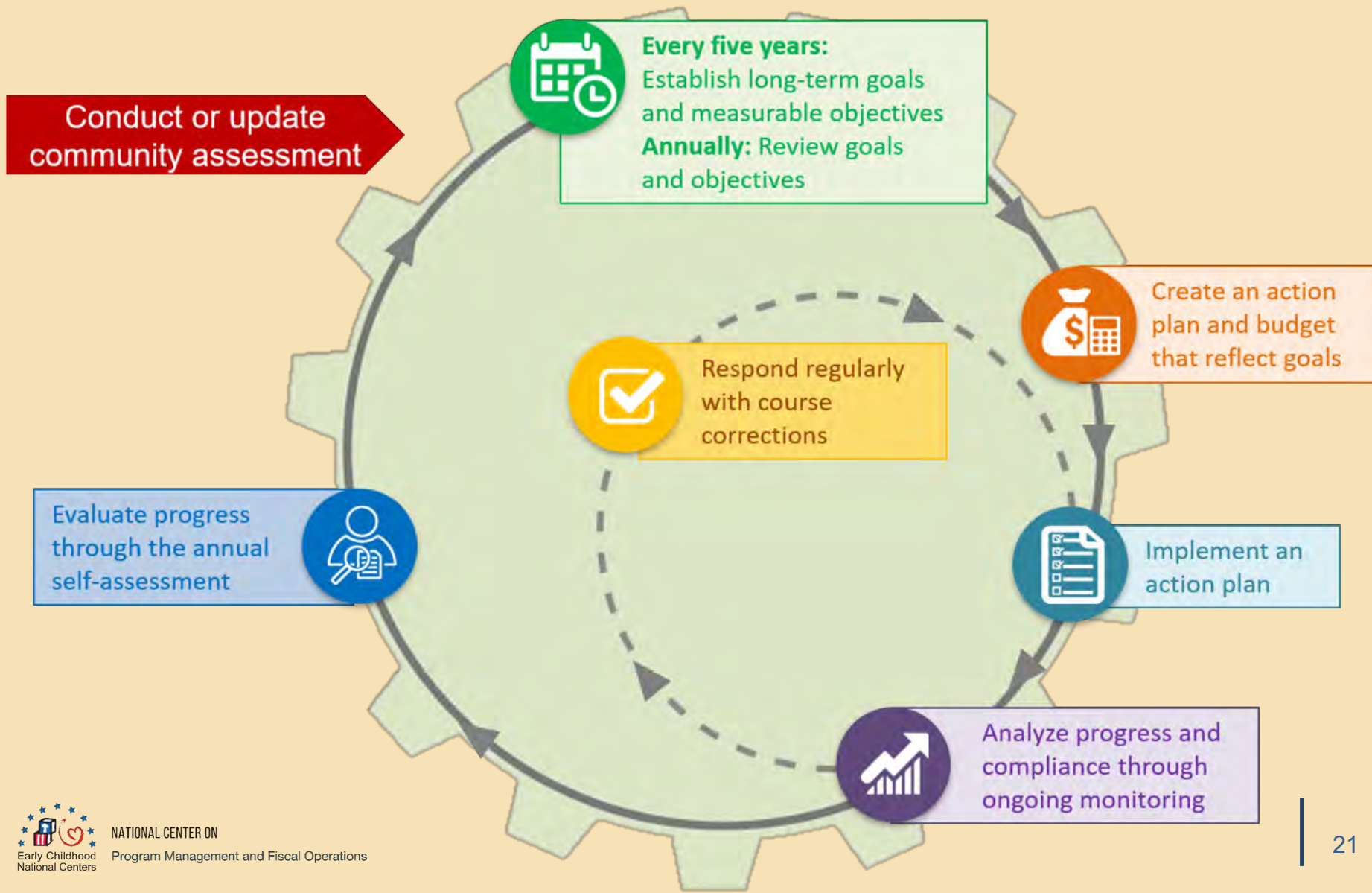


How Is the Self-Assessment Used?

- Director creates final report from the recommendations
- Policy Council and governing body/Tribal Council approve the final report
- Director submits report to Regional Office
- Self-assessment report and recommendations are used in future planning and goal-setting



Program Planning for Continuous Improvement



Benefits of Self-Assessment

- See the big picture
- Bring fresh perspective
- Understand the possibilities and challenges the program faces
- Cultivate new ideas
- Build stronger community partnerships
- Maximize use of existing resources



Thank you!

**Only with your help can we make
this process a success.**



Our children, their families, and the community-at-large will benefit from our high-quality services and the achievement of our goals!

Contact PMFO



pmfo@ecetta.info



<https://eclkc.ohs.acf.hhs.gov/ncpmfo>



Call us: 888.874.5469



ADMINISTRATION FOR
CHILDREN & FAMILIES



NATIONAL CENTER ON
Program Management and Fiscal Operations